



## Announcement of Request for Proposal

The Sherwood Urban Renewal Agency (URA) seeks a licensed agent or broker to act as "Commercial Real Estate Agent of Record" (Agent) for an initial term of three years. The Agent will provide the URA with real estate services to market and represent the Sherwood URA in the leasing sale and/or purchase of real property.

The Sherwood Urban Renewal Agency invites qualified individuals or firms to submit proposals based upon the scope of work contained in the RFP. A copy of the RFP can be obtained by contacting Assistant City Manager, Tom Pessemier by phone at 503.625.4234 or by email at [pessemiert@sherwoodoregon.gov](mailto:pessemiert@sherwoodoregon.gov). The RFP is also posted on the City of Sherwood website at [www.sherwoodoregon.gov](http://www.sherwoodoregon.gov).

One (1) original and five (5) copies of the proposal, clearly marked "Proposal for Real Estate Services", must be delivered to Tom Pessemier, Sherwood URA, 22560 SW Pine Street, Sherwood, Oregon 97140, no later than 5:00 pm on Wednesday, November 12th, 2014.

Please note that proposals submitted by fax or email will not be accepted. Late proposals will be retained by the URA, but not considered for award. Proposals must be sealed and clearly marked. The Sherwood Urban Renewal Agency may reject any proposal not in compliance with all prescribed public bidding procedures and requirements. The URA may cancel the procurement or reject any and all proposals.

City of Sherwood and URA programs, services, employment opportunities, and volunteer positions are open to all persons without regard to race, religion, color, national origin, sex, age, marital status, sexual orientation, source of income, physical or mental disability, or political affiliation.

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